

## **MTC Policy and Resources Committee 2.9.20**

### **Report No 2 Review of Standing Orders and Financial Regulations**

1. The National Association of Local Councils issued an updated model Standing Orders in 2018, and an updated version of Financial Regulations in 2019.
2. It is advised that Local Councils adopt these model Standing Orders and Financial Regulations as they are issued; as they state any new legal requirements on councils as legislative changes.
3. The current Standing Orders adopted by Malmesbury Town Council are a 2015 model, and the current Financial Regulations are dated at 2009.
4. The Committee are advised to review the existing Standing Orders and Financial Regulations, and with this recommend to Full Council for adoption, the 2018 and 2019 respective versions as advised by NALC.
5. The current version of the Standing Orders has a useful section added the 'Terms of Reference or Roles and Responsibilities of the Town Council and Committees, and it is advised that this section is retained as an additional reference.
6. It should be noted that some (those in bold), but not all Standing Orders in the 2018 version have to be adopted.
7. Any new set of Standing Orders and Financial Regulations will need to be referred to Full Council for adoption. The Committee may want to form a working group to scrutinise the 2018 Standing Orders and 2019 Financial Regulations against the existing versions to ensure they are presented to the Council as they think best fits here need.
8. The Standing Orders and Financial regulations in some sections interlink, and as such need to be reviewed together.
9. The Committee are asked to consider this matter and instruct the Town Clerk accordingly.

**Richard Spencer-Williams (Town Clerk)**